<u>Private Admonition -- Board Case No. 2, 1995.</u> Date of Sanction: June 21, 1995. A panel of the Preliminary Review Committee of the Board on Professional Responsibility ("the PRC") offered to a Delaware attorney the sanction of a private admonition for the attorney's violation of **DLRPC 1.3, DLRPC 1.4(a)**, and **DLRPC 1.5(c)**. **DLRPC 1.3** requires a lawyer to handle a matter with diligence and promptness, **DLRPC 1.4(a)** requires a lawyer to keep a client reasonably informed about the client's case, and **DLRPC 1.5(c)** requires a lawyer to use a written fee agreement when a contingent fee is being charged. The Respondent accepted the imposition of the sanction.

In the course of handling a workers' compensation case on a contingent fee basis, the Respondent did not use a written fee agreement, although it was the Respondent's typical practice to do so. In addition, the Respondent allowed the client's case to take an unusually long time, and the Respondent was not fully responsive to the client during such time as to the status of the matter. Since the filing of the complaint, however, the Respondent and the client have resolved their problems regarding the representation.

The only condition attached to the private admonition was the payment of the Office of Disciplinary Counsel's costs of investigating the case. The Respondent had not been previously disciplined.